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The Level 2 NVQ in Business Administration qualification structure below specifies the combination of units that need to be achieved for the individual to be awarded the qualification, to work as a competent Business Administrator. Level 2 Diploma in Business Administration. Minimum Credit Value: 45

Level 2 NVQ in Business Administration - Essential Site Skills

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NVQ Course in Business and Administration - Level 2, Level 3 and Level 4. An NVQ Business and Administration course will enable you to build on skills required for a whole range of administrative roles within many industries - from a secretary to a managerial position. Administrative roles can be pretty challenging, requiring good organisational and technical skills along with good communication and management.

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[NVQ/SVQ LEVEL 2 BUSINESS & ADMINISTRATION CANDIDATE ...

To achieve the SVQ Level 2 Business and Administration you must complete eight units in total. All three Mandatory Units must be completed and at least three units from Group A, the remaining two units may be selected from Group A or Group B (see restricted combinations below).

Qualification Structure: SVQ Level 2 Business and ...

Level 2 NVQ Award in Business and Administration Accreditation No: 500/9466/X This is a reference number related to UK accreditation framework Type: Credit based qualification This is categorisation to help define qualification attributes e.g. type of assessment

Business and Administration qualifications and training ...

Level 2. You need to have some knowledge or experience of the area. SVQ/NVQ level 2, Level 2 vocational awards, IVQ Technician certificate, IVQ Diploma, Level 2 International awards*. GCSE grades A* - C. Intermediate GNVQ, BTEC first certificate. Level 3. Covers more complex work and will help you develop your supervisory skills.

Qualification Comparisons - NVQ Level 1, 2, 3, 4, 5, 6, 7 ...

Guide to Scottish Vocational Qualifications (SVQs) 2 SVQs are work-based qualifications. Rooted in the workplace, they are inherently practical and offer a guarantee that someone can do their job well and to national standards. As SVQs are work-based qualifications, they don't have to be done in the classroom - many people achieve these qualifications while carrying out their normal day-to-day work.

Guide to Scottish Vocational Qualifications (SVQs)

All our qualifications explained. Our qualifications span across eight levels, reaching more than 25 industries- we offer NVQ, SVQ & VRQ qualifications.

Qualifications Explained - NVQ, SVQ, VRQ | City & Guilds

NVQ 1 = foundation GNVQ, three to four GCSEs at grades D-E, Business & Technology Education Council (BTEC) first certificate. NVQ 2 = four or five GCSEs at grades A*-C, BTEC first diploma. NVQ 3 = two or more A levels, BTEC Ordinary National Diploma (OND), City & Guilds Advanced Craft.

National Vocational Qualification - Wikipedia

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S/NVQ Level 2 Business and Administration Student Book by Carol Carysforth Written especially for the NVQ/SVQ Business and Administration course at Level 2. Activities are integrated within each unit to ensure candidates practise their key skills and apply theory as they are learning.